



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL AIR STATION
700 AVENGER AVENUE
LEMOORE, CALIFORNIA 93246-5001

NASLEMINST 1601.4H CH-2

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NAS LEMOORE INSTRUCTION 1601.4H CHANGE TRANSMITTAL 2

From: Commanding Officer, Naval Air Station, Lemoore

Subj: NAS LEMOORE MASTER-AT-ARMS FORCE AND AUGMENTATION PATROLS

1. Purpose. To issue pen and ink changes to basic instruction.

2. Action

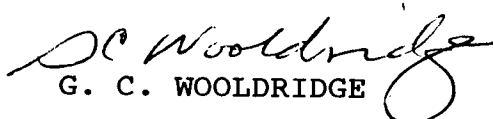
a. Page 1, Encl: line, delete enclosure (2) title line.

b. Page 3, paragraph 7b(1)(a), change to read "Every NAS Lemoore department watch bill coordinator..."

c. Page 4, paragraph 8b, line 4, change "0700" to read "0630".

d. Page 4, delete paragraph 8c

e. Delete enclosure (2).


G. C. WOOLDRIDGE

Distribution (NASLEMINST 5215.2U)
Lists B and E



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NASLEMINST 1601.4H CH-1

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26 OCT 1994

NAS LEMOORE INSTRUCTION 1601.4H CHANGE TRANSMITTAL 1

From: Commanding Officer, Naval Air Station, Lemoore

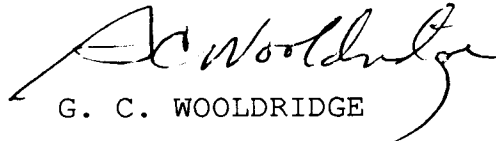
Subj: NAS LEMOORE MASTER-AT-ARMS FORCE AND AUGMENTATION PATROLS

1. Purpose. To issue a pen and ink change to basic instruction.
2. Action. Make the following pen and ink changes.

a. Paragraph 3a line 2, paragraph 3b line 3, and paragraph 4 line 8 delete "Security Officer" and replace with "Commanding Officer/Executive Officer."

b. Insert new paragraph 5m as follows, "m. Act as Command Representative to administer the Kings County Court Community Service Program."

c. Change paragraph 7a(1) after the word "assignment" to read, "and be of sufficient maturity to handle discipline personnel."


G. C. WOOLDRIDGE

Distribution: (NASLEMINST 5215.2U)
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IN REPLY REFER TO:

NASLEMINST 1601.4H
39000

JUL 2 1993

NAS LEMOORE INSTRUCTION 1601.4H

From: Commanding Officer, Naval Air Station, Lemoore

Subj: NAS LEMOORE MASTER-AT-ARMS FORCE AND AUGMENTATION PATROLS

Ref: (a) OPNAVINST 3120.32B
(b) COMSTRKFIGHTWINGPAC 1306.1A

Encl: (1) Duties and Responsibilities of the Patrol One Watch
(2) Duties and Responsibilities of the Patrol Two and
Patrol Three Watches

1. Purpose. To publish information concerning the duties and responsibilities of the NAS Lemoore Master-at-Arms (MAA) Force and the MAA Augmentation Patrols.

2. Cancellation. NASLEMINST 1601.4G

3. General Authority

a. As a direct representative of the Commanding Officer through the Security Officer, all orders issued by the Chief Master-at-Arms (CMAA) shall have the same force and effect as though issued by the Commanding Officer and shall be obeyed accordingly. This authority applies to all personnel aboard the station whether or not they are attached to this command and without regard to duty status. However, under ordinary circumstances the CMAA will restrict the exercise of his authority to policing the actions of all personnel with regard to personal conduct, compliance with regulations, and maintenance of good order and discipline. This authority applies equally to all members of the MAA Force and Augmentation Patrol personnel.

b. When extraordinary situations arise involving persons other than enlisted military personnel, the senior MAA on duty will immediately inform the Security Officer or other duly constituted authority of the circumstances and what action has been taken.

c. The CMAA and other MAA personnel assigned as his assistants will comply with reference (a) and other directives dealing with the use of force, treatment of persons under restraint, and related matters.

4. Responsibilities. The MAA Force is responsible for the enforcement of all instructions relating to good order and discipline at Naval Air Station Lemoore. In the performance of their duties, the force shall conform to and effect the policies

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and orders of the Commanding Officer. Enclosures (1) and (2) provide new guidance to the Patrol One, Two, and Three watches. The MAA Force will keep the Commanding Officer informed through the Security Officer of all significant matters pertaining to the good order and discipline aboard the station.

5. Duties of the CMAA/Assistant Chief Master-at-Arms (ACMAA). Within his general responsibility for maintaining good order and discipline, the CMAA shall:

- a. Make duty assignments, train, muster, and oversee the daily activities of the MAA Force, including the Augmenting Patrol personnel.
- b. Have charge of all personnel awarded restriction, extra duty, pretrial restraint, and confinement.
- c. Attend Commanding Officer's NJP, ensuring that all punishments awarded are effectively carried out.
- d. The CMAA will act as Division Officer for all personnel assigned to the MAA Force. The ACMAA will act as LCPO/LPO for the MAA Force.
- e. Establish MAA vehicle and foot patrols to enforce proper wearing of uniforms and to maintain good order and discipline within the confines of the base.
- f. Provide assistance to the CDO/OOD and Security when requested.
- g. Assist the Commanding Officer during scheduled personnel inspections.
- h. Provide escorts as needed for transporting personnel in disciplinary status who are considered unreliable by competent authority. Competent authority shall be the Commanding Officer or designated representative.
- i. Brief and post all assigned MAA personnel each day, issuing equipment as appropriate.
- j. Interview each nominee to the MAA Force prior to permanent assignment in order to evaluate the nominee's past training, experience, and adaptability.
- k. Act as NAS Lemoore Detention/Brig Officer.

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1. Assume responsibility for the station's ceremonial detail, including training and scheduling ceremonies as requested.

6. Duties of MAA Force Personnel and Augmentation Patrols

a. Carry out the daily assignments as posted unless modified by the CMAA/ACMAA.

b. Enforce uniform regulations and proper observance of military courtesy by all hands.

c. Ensure good order and discipline is maintained.

d. Render assistance to the CDO/OOD and Security when requested.

7. Manning Requirements

a. Each tenant command shall provide one petty officer TAD to the MAA Force. The period of TAD will be for not less than six months and the specific requirements are established in reference (b).

(1) Prospective MAAs must have a minimum of 3.6 evals in all areas for at least 36 months prior to assignment.

(2) Member must be free of convictions at NJP or Courts-Martial for 36 months prior.

(3) Member may not have been a detainee or prisoner while in the Naval Service.

b. In addition to the permanent MAA Force, an MAA Augmentation Force made up by members drawn from the tenant commands will act as a nightly roving patrol. This is normally a duty section watch and the number drawn from each command is based on their onboard manning count. Each command's requirements are established at least 15 days prior to the beginning of the month. To accomplish this the following must be completed:

(1) By the third working day of each month:

(a) Every command watch bill coordinator must submit to the CMAA the dates of command deployments and/or detachments for the following month.

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(b) Every NAS department watch bill coordinator must submit to the CMAA their E-4/5/6 manning levels for the following month.

(2) The CMAA will then inform tenant commands and NAS department watch bill coordinators of their manpower requirements and dates for the following month's patrol watches.

(3) Each command and department watch bill coordinator will then provide, by the 25th of the month, the names of those individuals assigned to fill the patrol watch bill for the following month.

(4) Each command and department will provide a list of names to act as supernumerary.

c. The NAS Lemoore Executive Officer shall be notified of any commitments that cannot be met by tenant commands or NAS departments.

8. Mustering

a. All patrol watchstanders will phone muster prior to 1000 with the MAA Office, ext. 4822/4821, on the day they have the watch.

b. The Patrol One watch is required to be a male first or second class petty officer. His watch is a Standby/Recall watch. When he musters in the morning he will be required to give a recall where he can be reached between 1200 and 0700 the next morning. He is subject to immediate recall by the MAA Watch Supervisor. Further responsibilities are outlined in enclosure (1).

c. Muster time for Patrol Two and Patrol Three watches is 2030. Responsibilities are outlined in enclosure (2).

9. Uniforms

a. MAA Force personnel will be in the prescribed uniform of the day.

b. Augmentation Patrol personnel will be in the appropriate uniform for the season, Winter Working Blue or Summer White, without ribbons, nametags, or ties.


A. R. GORTHY

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RESPONSIBILITIES OF THE PATROL ONE WATCH

1. The Patrol One watch is a first or second class male petty officer. Watch must be male because he will be required to enter restricted and detainee berthing after taps.

2. Responsibilities

a. Phone in muster prior to 1000 with the MAA Office, ext. 4822/4821.

b. When you muster you will be required to provide a recall phone number where you can be reached between the hours of 1200 and 0700 the next day.

c. You are subject to immediate recall by the Duty MAA Watch Supervisor.

d. If you are recalled, you will assist the MAA duty staff in the supervision of restricted personnel and assist with other normal MAA duty functions. This could include assisting in escorting detainees to and from various locations and escorting restricted personnel.

e. You will be secured when the Duty MAA Watch Supervisor determines that he no longer requires your assistance or at 0700, whichever occurs first.

f. Uniform is Winter Working Blue or Summer White, whichever is in season.

g. Duty MAA Watch Supervisor will brief you on anything further that you may need to know.

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RESPONSIBILITIES OF THE PATROL TWO AND THREE WATCHES

1. The Patrol Two and Three watches are second or third class petty officers and may be either male or female. They are a roving watch.

2. Responsibilities

a. Phone in muster with the MAA Office prior to 1000 on Thursday at ext. 4822/4821.

b. Muster in person at Bldg. 861 (Detention Facility) on Thursday no later than 2030.

c. Uniform for the watch is Winter Working Blue or Summer White, depending on season, without any ribbons, nametags, or ties.

d. Upon mustering for the watch, you will be briefed by the Duty MAA Watch Supervisor concerning the following items:

(1) Police baton usage and instructions

(2) Use of deadly force

(3) Patrol areas of responsibilities

(4) Patrol responsibilities

(5) General use of the radio

e. You will also be briefed on any special instructions by the OOD.

f. You will be required to fill out and sign a muster sheet stating that you have been briefed on the above items.

g. You will be divided into two groups of two and be given a patrol designation, either Patrol Two or Patrol Three.

h. You will be issued and are responsible for the following items:

(1) A white guard belt

(2) A police baton and a speed ring

(3) A mobile radio (one to each team)

(4) An SP brassard

Encl (2)

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NOTE: The police baton is being provided for your protection. DO NOT remove it from its holder unless you are defending yourself. Skylarking and playing with the baton will result in disciplinary action being taken.

i. Your main purpose is to patrol your assigned areas, checking in with Bldg. 861 at least every half-hour by radio or phone, and to maintain good order and discipline.

j. If you come across a disturbance, inform Bldg. 861 immediately and they will contact Security and get a unit to your location as soon as possible. You are not to try to control a situation by yourself. Contact Bldg. 861 and wait for instructions.

k. You will normally meet the OOD at the EM Club just prior to closing and assist in maintaining order. You will secure only when told to by the OOD, CDO, or MAA Watch Supervisor. At that time you will return to Bldg. 861, inform the Watch Supervisor that you have been secured, and turn in your equipment.